



2021 Honolulu City Lights (HCL) fundraising has begun!

Here are some pointers for ethical holiday fundraising.

- Agencies may fundraise to pay for HCL decorations.
- Limit fundraising events to city officers and employees.
- Items for sale should not promote or advertise private companies.
- Apply leftover monies to next year's HCL decorations.



Frequently asked questions (FAQ)

Q1: May City departments fundraise for HCL?

A: **YES**, the Mayor designated HCL as a “project with a community-wide benefit” so departments may use city resources to hold fundraisers to pay for HCL supplies and decorations. Departments usually use such funds for department Christmas trees in Honolulu Hale and Kapolei Hale.

Q2: Our fundraiser is really successful and we have lots of money left over after we decorate our tree. Can we use this money for our department holiday party?

A: **NO**, you may not use HCL funds for your department holiday party. You may separately fundraise within your department for your department party, but not as part of HCL fundraising.

Q3: We're so excited, a well-known designer offered to donate a decorated tree to our department! We want to display this tree in Honolulu Hale as our department's tree. Can we do this?

A: **YES, PROVIDED** you follow these steps. The department should accept the tree and its stated value by City Council resolution. The tree may not display the designer's name or other identifying logo. The designer may decorate the tree, but their time, decorations, and other tree items must be included in the stated value.

Still have questions about Honolulu City Lights fundraising?

Contact the Ethics Commission for specific guidance on city ethics laws:

p: (808) 768-9242

w: honolulu.gov/ethics

e: ethics@honolulu.gov



@HonEthicsComm

“We hold the public's trust.”

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